

COUNCIL ON HOUSING  
Public Session  
Luther Towers Building I  
Dover, Delaware  
August 14, 2013

**Motions**

- Approval of Resolution No. 464, DSHA SMAL program.
- Election of officers.

**Action Items**

- Council was asked to send Housing Policy priorities/advocacy suggestions to Mr. Peters.
- Request presentation by the Homeless Planning Council of Delaware regarding homelessness in Delaware.

**Important Dates**

- August 20 – By-Laws comments due to Ms. Louder and Mr. Heckles.
- September 5 – Contractor summit meeting at Liberty Court.
- September 11 – next Council meeting at Buena Vista Conference Center.
- September 30 – final HDF applications due.

**February 13, 2013 Agenda Items**

- By-Laws.
- Annual Report.

Ms. Sokolowski, Chair, called to order the public session of the Council on Housing at 2:05 p.m. on August 14, 2013. In addition to Ms. Sokolowski, the following Council members were present:

Pat Batchelor	Corrine Massey
Francis Julian	Ralph Peters
Hugh Leahy	Norma Zumsteg
Connie Louder	

The following Council members were absent and excused from the meeting:

Donna Mitchell  
Vincent White

Also attending:

Lynda Blythe, Administrative Specialist III, DSHA  
Susan Eliason, Director of Housing Development, DSHA  
Cynthia Karnai, Director of Housing Finance, DSHA

Guests present:

Joe Myer, NCALL  
Amy Walls, Diamond State CLT (DSCLT)

### **APPROVAL OF MINUTES**

Mr. Julian moved, and Ms. Batchelor seconded, that the Minutes of May 8, 2013 be approved as written. The motion was passed unanimously.

### **DSHA REPORT** – Ms. Eliason

- FY2014 Funding approved
  - \$4 million base budget
  - \$6 million Affordable Rental Housing Program (ARHP)
  - \$3 State Rental Assistance Program (SRAP)
- Project Revisions
  - Edgemoor Gardens – Interfaith Community Housing of Delaware, Inc. (ICHDE)
    - ICHDE advised DSHA they were unable to secure financing
    - \$2 million DSHA-approved has been de-obligated and returned to HDF for future funding
  - Diamond State CLT
    - Only 9 of 16 homes in process after two-year funding term
    - Grant extended for one year to cover home in process
    - Funding reduced from \$319,984 to \$179,991
    - Excess funds were de-obligated and returned to HDF for future funding
- HDF Proposal Round
  - Single round was very successful and received positive comments
  - 22 Grant funding proposals, 3 proposals for loan funding
  - All grant set asides were oversubscribed
  - Four new non-profits applied
  - Mandatory meetings to finalize the application process for 15 of the grant proposals and 3 of the loan proposals will be held the week of August 19
  - Applicants whose proposals were deferred will have debriefing meetings the week of August 26
  - Final applications are due September 30

- Advantage 3 Program - The Delaware Housing Coalition expressed concerns that:
  - This was a new program seemingly announced unexpectedly
  - There is no housing counseling requirement
  - There is no inspection requirement

Ms. Eliason explained that the program is the rebranding of an old DSHA program called the Assisted Loan program:

- Borrowers can choose a higher interest rate and receive a grant equal to 3% of their first mortgage
- Program is similar to conventional loans that roll closing costs into first mortgage and charge a higher rate
- Will be used with DSHA first mortgage programs which do not require counseling if SMAL is not being used
- No penalty to housing agencies
- Will be managed with SMAL to ensure neither program is drawing borrowers from the other
- DSHA continues to explore ways in which housing counseling can be unlinked to SMAL to ensure those who need housing counseling receive it
- New HDF Process – objections were received from DSCLT regarding:
  - Changes in point scoring
  - Lack of communication prior to publication of final changes

Ms. Eliason explained:

- Points were deleted for affordability over 30 years
  - Used only once in five funding rounds
- Added points for
  - Additional subsidy per unit for targeted areas
  - Homeownership in areas oversupplied with rentals
  - More use of HDF to write down first mortgage
  - Extended affordability beyond 15 years
- Discussion forum was held followed by a comment period of about one month
  - DSCLT comments were received after publication of the final changes
- DSHA continues to review how applicants choose points and often modifies the system.
- Performance Based Contract Administration (PBCA) Notice of Funding Availability (NOFA)
  - August 6 - HUD announced awardees of PBCA
  - DSHA will be the Delaware administrator
  - This is a partial resolution of process begun in February 2011
  - Ongoing litigation in US Federal Court of Appeals could affect HUD's announcement
- Buford Manlove Manor
  - January 2012 – Council approved 40-unit project for elderly/disabled
  - August 14, 2013 – Grand opening attended by Ms. Sokolowski, Director Ben Addi, Project Manager Calvin Bonniwell, and Ms. Eliason

- Contractor summit meeting
  - September 5 – meeting will be held at Liberty Court for those who want to be on DSHA’s contractor list
  - Minority, women-owned, and veterans contractors will be encouraged to attend
  - Staff from various federal programs will explain their requirements
  - A DSHA Highlight will announce the meeting
  - Council members are invited to attend

## **COMMITTEE REPORTS**

### **LOAN REVIEW** – Mr. Leahy

The committee met on August 5<sup>th</sup> and reviewed one funding request for the DSHA SMAL program in the amount of \$2,000,000. Council approval is required for this request as it is a grant from the HDF to DSHA.

After due discussion, it is the recommendation of the committee that the following request be considered by Council:

- DSHA SMAL Program - Resolution No. 464. Ms. Zumsteg moved that the request be approved. Ms. Batchelor seconded the motion and it was unanimously passed.

### **OPERATIONS** – Ms. Louder

- By-Laws
  - The addition of the mission and vision statements as well as the Housing Policy Committee were noted
  - August 20 - comments due to Ms. Louder and Matt Heckles
  - Draft then will be sent to the DSHA attorney for review
  - Final version will be emailed to Council members for review
  - September 11 – next Council meeting at which By-Laws will be acted upon
- Slate of Officers
  - Ms. Sokolowski – Chair
  - Mr. Peters – Vice Chair

### **HOUSING POLICY** – Mr. Peters

- Manufactured Housing
  - June 30 – rent justification legislation signed by Gov. Markell
- Advocacy
  - Council asked to send Mr. Peters input regarding advocacy areas
  - Items do not need to be before the legislature
  - Ms. Sokolowski suggested potential loss of affordable land in New Castle County due to political changes.
  - Mr. Leahy suggested connecting with other housing agencies to join forces in advocacy

- Council vision of whether ending homelessness is a viable goal
  - July HDF proposal applications targeted homelessness
  - Requested Ms. Susan Starrett, Executive Director, Homeless Planning Council of Delaware, be invited to a future meeting to present a report on the state of homelessness in Delaware

#### COMMUNICATIONS - Ms. Batchelor

- Council's Annual Report has been sent to Mr. Heckles for final review
- Ms. Batchelor will email the Report to Council for review prior to the September meeting
- The reporting year being fiscal, rather than calendar, makes it difficult to complete goals in stated amount of time

#### OTHER BUSINESS – OLD/NEW - None

#### ADMINISTRATIVE MATTERS

The slate of officers was again presented by Ms. Louder. Ms. Zumsteg moved, and Mr. Leahy seconded, that the nominations be closed and the motion was unanimously approved. Upon unanimous agreement, the annual election of officers was held wherein Ms. Sokolowski was elected Chair and Mr. Peters Vice Chair.

#### SCHEDLING OF NEXT MEETING

The next meeting will be held on September 11, 2013, at 2:00 p.m. at Buena Vista Conference Center, New Castle, DE

#### ADJOURNMENT

Upon motion made by Mr. Julian and seconded by Ms. Batchelor, the meeting was adjourned at 3:05 p.m.

Respectfully submitted,



Lynda T. Blythe

Note: Copies of materials referenced as “attached” in these Minutes are available upon request.